

MADISON LIBRARY  
BOARD OF TRUSTEES MEETING  
APRIL 20, 2016, 3:30 PM  
CHICK ROOM, MADISON LIBRARY  
APPROVED MINUTES

**ATTENDANCE:** Chair Cheryl Littlefield, Sandra Carr, John Filson, Angela Johnson, Karen Lord, Patti Rau, Linda Smith, Peter Stevens, Sloane Jarell, Library Director, Susan Lee, Friends of the Library

**CALL TO ORDER:** Chair Cheryl Littlefield called the meeting to order at 3:30 PM and welcomed new members Karen Lord and Patti Rau.

**APPROVAL OF MINUTES:** March 16, 2016: Motion by Peter Stevens to approve the minutes, seconded by Linda Smith. The motion passed 4-0-4 with 4 abstaining.

**REPORT OF THE TREASURER:** Treasurer Angela Johnson reviewed the Statement of Financial Position and explained the accounts for the new board members:

- We have a checking account at Northway Bank totaling \$1,756.80 as of March 31, 2016.
- Our Northway savings accounts are split between Savings – Other and the Jackson Annuity, which is for books only. Total checking/savings is \$4,351.59.
- We have two accounts in Vanguard totaling \$18,751.67.
- The Wells Fargo investment account is at zero balance because it is gone.
- We have some temporary restricted assets such as memorial accounts.
- The Statement of Financial Income and Expense shows our income and expenses monthly and year to date. Monies coming into the library such as copier income, cash receipts, jar collections, donations, etc., have to be tracked by account. The Friends of the Library are indirect public support. All these accounts are kept separate and are in the Town Report at the end of the year. This is money that is not part of the Town and the trustees are responsible for it.
- We also get money from the Town and this is shown on the Budget Drawdown; these funds were voted on at the Town Meeting.

Motion by Susan Lee to accept the Treasurer's Report, seconded by John Filson. The motion passed unanimously and the report was accepted and filed for audit.

John Filson asked Sloane Jarell if she saw any issues in the budget that would cause a problem in the future. She said she did not.

**LIBRARY DIRECTOR'S REPORT:** Library Director Sloane Jarell reviewed her report that was in the board packet:

- There is a new entry on the statistics report that includes both print and downloadable circulation. The report includes some previous years, which shows there is less circulation overall.
- The building sustained some minor vandalism this month which was reported to the police.
- The seed exchange is going well and should pick up in the warmer weather and when the school gardens get started.
- The Coffee and Coloring program is going well.

- There will be upcoming meetings attended by Sloane and staff later in April and May.
- We got the Kids, Books and the Arts Grant (KBA Grant) which will pay most of the portion of the big summer reading events; the Friends generously pay for the rest.
- The Annual Report to the State has been completed and submitted.
- There will be a second energy audit.

GALLERY: Artwork provided by Heather McLeod from Brownfield, Maine.

FRIENDS OF THE LIBRARY: Susan Lee provided an overview of last year's budget and final income and expenses of the Friends of the Madison Library. There was income from dues, donations, book sales, grants, the E.E. Cummings weekend and other programs totaling \$10,143.86, with total assets of 34,564.68. She discussed upcoming programs such as the Eyes on Owls program this summer in which 6 live owls are brought in. There will be program shared with the Madison Historical Society on Artists and Writers of the White Mountains. In one program the Silver Lake singers will perform at the Church. She said the Friends have budgeted \$400 for summer reading and we have budgeted some money for a ceiling-mounted projector. There was some discussion of the maintenance of the garden.

#### OLD BUSINESS

NH Library Trustee Association Meeting – Monday, May 23 in Concord. FYI.  
Northern NH Library Coop annual meeting – moved to Wednesday, April 27 in Jackson. FYI.

#### NEW BUSINESS

Review Meeting Room Policy: Before reviewing meeting room policy, Peter Stevens discussed the idea of having a meeting place where community members could get together each morning, perhaps with coffee and doughnuts, and have an opportunity to talk. Peter said he made a list of possible sites for a meeting place and the Chick Room was on the list. This was discussed. Patti Rau said the Chocorua Church is now starting to provide meeting space with refreshments by donation. This discussion led to a discussion of the Meeting Room Policy of the Chick Room. This discussion led to a thorough exchange of views on the Meeting Room Policy. Following this review the board agreed that the policy should be left as is with one minor change in wording: the word "culture" should be changed to "cultural."

Motion by Peter Stevens to approve the Madison Library Meeting Room Policy as amended, seconded by Angela Johnson. The motion passed unanimously.

Review May Trustee meeting time: Sloane said on May 18 we are having an author here at 1:00 PM but she did not anticipate that there would need to be a change in the time of the board meeting. FYI.

OTHER BUSINESS: None.

ADJOURN: Motion by John Filson to adjourn, seconded by Peter Stevens. The motion passed unanimously and the meeting adjourned at 4:30 PM.

Next meeting: May 18, 2016 @3:30 PM.

Minutes approved: May 18, 2016

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Town of Madison, Board of Library Trustees Meeting for April 20, 2016.

Approved Minutes  
Respectfully submitted,

Patricia Ambrose  
Recording Secretary  
Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on April 21, 2016.